

To: Alexander, Jayna[Alexander.Jayna@epa.gov]
From: Milbeck, Regina
Sent: Wed 8/19/2015 4:22:02 PM
Subject: RE: Gold King Mine Response

Thank you.

Missy Milbeck, Comptroller

U.S. Environmental Protection Agency

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[Office of the Regional Comptroller](#)



From: Alexander, Jayna
Sent: Wednesday, August 19, 2015 10:13 AM
To: Milbeck, Regina
Subject: FW: Gold King Mine Response
Importance: High

FYI – Please do not forward. Thanks, J

From: Alexander, Jayna
Sent: Wednesday, August 19, 2015 11:12 AM
To: Reese, Michael; Anthony, Sherri
Cc: Gray, Richard; Day, Richard; David, Derek; Gross, Heidi; Soward, Ruth-Alene; Ripley,

Laura
Subject: Gold King Mine Response
Importance: High

Michael and Sherri,

I received a copy of the guidance that was sent out by the EOC. It is my recommendation that additional instructions be sent out that can be given to timekeepers/PPL Coordinators/Funds Coordinators, who have been tasked to create account code favorites. Since this is a no cost recovery we are requesting employees input their time based on their FAN using the site project code established.

A couple of items to note

1. Timekeepers and Employees **DO NOT** have access to the Task Profile where the employee FAN allocation is broken out so they will not be able to set up accounts without assistance.
2. Funds Coordinators and PPL coordinators can provide this information
3. Employees will need to be given specific direction on the methodology for allocating their hours on a daily basis which will have to be provided by the Funds Coordinator and PPL Coordinator

Thanks, Jayna

Jayna Alexander Cimonetti

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